DIRECTORY OF DEPARTMENTS AND OFFICES OF THE UNITED NATIONS SECRETARIAT, UNITED NATIONS PROGRAMMES, SPECIALIZED AGENCIES AND OTHER INTERGOVERNMENTAL ORGANIZATIONS DEALING WITH NON-GOVERNMENTAL ORGANIZATIONS

Office of the Under-Secretary-General for
Political and General Assembly Affairs and Secretariat Services
United Nations, New York

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I. NON-GOVERNMENTAL ORGANIZATION (NGO) SERVICE OFFICES

	Function
Office of Under-Secretary-General for Political and General Assembly Affairs and Secretariat Services (OUSG/PGS) Rm. 3862 New York	- Provides overall co-ordination and policy guidance to the various units in the UN Secretariat dealing with NGOs - Conducts an Inter-departmental Working Group on Relations with NGOs - Periodically issues The Directory of Departments and Offices of UN Secretariat, UN Programmes, Specialized Agencies and other Intergovernmental Organizations Dealing with NGOs - Provides advice to the Secretary-General on matters related to his participation in activities organize by NGOs
NGO/DIESA	
Non-Governmental Organizations Unit/DIESA Rm. DC2-2338 New York (Farida Ayoub, Chief)	- Services ECOSOC Committee on Non-Governmental Organizations - Services procedural, administrative and general programme needs of NGOs in status with ECOSOC - Monitors rules for consultative relationships with ECOSOC - Provides information and advises NGO representatives, missions and staff members on NGO matters - Deals with accreditations of representatives of NGOs in consultative status - Organizes or facilitates consultations between NGOs and various sectors of UN

READEX FICHE

	Function
NGO Liaison Office Office of the Director-General United Nations Office at Geneva Rm. 176-1 & 176-2 (Ms. Raymonde Martineau, NGO Liaison Officer)	- Organizes or facilitates consultatio between NGOs and various sectors of the UN - Provides information and advises NGO representatives, missions and staff members on NGO matters - Deals with accreditation of NGO representatives to UNOG, ECOSOC and subsidiary organs, Conferences - Follows developments in UN/NGO co-operation at UNOG and monitors rules for consultative relationship with ECOSOC
NGO Liaison Office Office of the Director-General United Nations Office at Vienna Rm. E1416 (Mr. Edward Zdrojowy, Chief of Protocol) and NGO Liaison)	- Services procedural, administrative and general programme needs of NGOs in status with ECOSOC - Monitors rules for consultative relationships with ECOSOC - Provides data on NGOs and their contribution to the United Nations
NGO/DPI	
NGO and Institutional Relations Section/DPI Rm. S-1037 D New York (Mr. Farouk Mawlawi, Chief)	- Disseminates information on United Nations to NGOs via The NGO Resource Center - Holds weekly briefings at Headquarters for NGOs on current UN issues and sends summary of briefing to NGOs - Organizes a three-day annual international conference for NGOs on a global issue - Stimulates NGO activities on behalf of United Nations - Facilitates NGO group visits and special NGO events at Headquarters in co-operation with other DPI units - Services information needs of NGOs

	Function
	- Promotes NGO collaboration with United Nations Information Centres
	- Provides data to Secretariat on NGOs related to information activities
	- Oversees the accreditations of representatives of NGOs associated with DPI
Public Relations and Documentation/IS Rm. C-207 Geneva (Ms. E. Ponomareva, Chief) (Ms. M. Bobka-Amodeo, NGO Liaison Officer)	- Disseminates information on United Nations to NGOs
UN Information Service Rm. G 0579 Vienna (Mr. Wolfgang Weisbrod-Weber, Information Officer)	- Provides data to Secretariat on NGOs - Stimulates NGO activities on behalf of United Nations
UN Non-Governmental Liaison Service (NGLS) An inter-agency project of JUNIC co-sponsored by DPI/CPMD (lead agency), UNCTAD (administering agency), UNDP, UNICEF, WFP, UNFPA, WFP, IFAD, UNRWA UNCHS/Habitat.	- Acts as the interface of the UN system and the NGO community, particularly of the industrialised countries, in development information and education and in policy advocacy;
Rm. Le Bocage 50 Geneva (Mr. Thierry Lemaresquier, Co-ordinator)	- Informs NGOs and the UN system about each other's development initiatives and activities; provides related services to both and promotes dialogue and co-operation;
and Rm. DC2-1103 New York	- Publishes a newsletter, directories and other material covering major issues on the multilingual agenda and major areas of interest in the NGO community;
	- Assists NGOs in industrialised countries with the design and implementation of development information, education and advocacy programmes on development and North-South issues;

- organises "policy dialogues" and other meetings for development NGO a UN system representatives, on major development issues.

II. NON-GOVERNMENTAL ORGANIZATION (NGO) LIAISON OFFICES WITHIN SUBSTANTIVE DEPARTMENTS OF THE UNITED NATIONS SECRETARIAT (BY SUBJECT)

	Function
Aging (see Social Development)	
Apartheid	
Centre against Apartheid/DPSCA Rm. S-3275B New York (Ms. J. Mihalic, Political Affairs Officer)	- Provides information to NGOs on the evils of apartheid and United Nations efforts for the total elimination of apartheid - Promotes co-operation with NGOs for (a) the implementation of General Assembly and Security Council resolutions on apartheid - (b) increased humanitarian, legal an educational assistance to victim of apartheid - Arranges for NGOs to testify at hearings of Special Committee against apartheid
Children	
UN Children's Fund (UNICEF) Rm. H-9F New York (Ms. Janet Nelson, Chief, NGO Liaison Office)	- Promotes co-operation with NGOs at the international, regional and field level
Rm No. 2124 Geneva Petit Saconnex Annex (Ms. M.P. Poirier, NGO Liaison Officer)	- Services NGOs associated with UNICEF - Provides Information to NGOs on UNICEF's activities and promotes support of UNICEF goals and priorities
Co-operatives (see Social Development)	

	Function
Crime (see Social Development)	
Decolonization	
Information Unit on Decolonization/SPQRCDT Rm. 3341-C New York (Ms. Neuza de Costa, Senior Political Affairs Officer)	- Organizes dissemination of information on all aspects of decolonization - Organizes consultations between relevant NGOs and the Special Committee on the Situation with regard to the Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples and its Sub-Committee on Petitions, Information and Assistanc - Organizes seminars with NGO participation on dissemination of information on decolonization, as appropriate.
Desertification	
UN Sudano-Sahelian Office (UNSO) FF-458 New York (Ms. Inger Andersen, Prog. Manager)	- In addition to its normal responsibilities, UNSO supports NGO activities in the Sudano-Sahelian region in desertification control activities - Actively supports the establishment of NGO information systems in the Sudano-Sahelian region - Promotes grassroots approaches to desertification control activities

	Function
Development (see also Economic Commissions)	
Centre for Science and Technology for Development (CSTD)	- Monitors NGO activities and provides support
Information and Communication Cluster Rm. DC1-1040 New York (Mr. Dieter Koenig, Scientific Affairs Officer/Mr. Kwaku Aning, Senior Scientific Affairs Officer)	Keeps NGOs advised of activities of the Centre and work of Inter-Governmental Committee - Monitors NGO activities in Science and Technology for Development - Conceptualizes, implements and manages interaction with NGOs in cooperation with other clusters (work teams) of the Centre - Services consultative relations of NGOs to Intergovernmental Committee (IGC) related to its mandate and wor programme
UN Conference on Trade and Development Policy Development and Communication Service (PDC) Geneva (Mr. M. Zammit Cutajar, Officer-in-Charge)	- Presents applications by NGOS for observer status with UNCTAD the Trade and Development Board (TDB - Organizes or facilitates substantive consultations between NGOs and UNCTAD and provides information on UNCTAD issues and activities
UN Development Programme (UNDP) Division for NGOs Rm. DC1-1964 New York (Ms. Sarah L. Timpson, Director)	- Promotes community-based approach to development - Services UNDP's relationships with with NGOs in developing countries an at Headquarters
Special Unit for Technical Cooperation among Developing Countries Rm. FF-1244 New York (Mr. S. Shahid Husain, Deputy Director)	- Facilitates NGO Participation in Sessions of the High Level Committee on the Review of TCDC - Supports NGO promotional activities in TCDC

	Function
UN Capital Development Fund (CDF) Policy Planning and Evaluation Unit Rm. FF-1004 New York (Mr. Gregoire de Kalbermatten, Chief)	- Makes special efforts to involve NGOs in the programming and implementation of the Fund's projects, to promote grass-root approaches, and a more involved participatory role by the the beneficiaries and the communitie
UN Development Fund for Women (UNIFEM) Rm. FF-616 New York (Sharon Capeling-Alakija, Director)	- Provides direct support to projects for women in Asia/Pacific, Latin America/Caribbean and Africa, often executed by NGOs - Services NGOs in developed and developing countries working to promote UNIFEM

(See also Section III, UNIDO)

Disability (see Social Development)

Disaster Relief

Office of the UN Disaster Relief Co-ordinator Rm. 146 Geneva Mr. F. Mayrhofer-Grünbüel, Director and Deputy to the Co-ordinator (and NGO Liaison Officer)	- Organizes consultative and operation relations with NGOs active in disast relief and pre-disaster planning - Provides information on assessment o damages and identification of relief needs
Rm. S-2935A New York (Mr. Philippe L. Boullé, Director)	- Facilitates participation of NGOs in concerted relief programmes

	Function
Disarmament	
Publications and WDC Branch/DDA Rm. 3100B New York (Ms. Florence Lee, WDC/NGO Liaison)	- Promotes and facilitates close co-operation between DDA and disarmament-related NGOs - Organizes and services information programmes for NGOs relating to the World Disarmament Campaign - Stimulates NGO activities within the framework of the World Disarmament Campaign and assists NGOs in their implementation
Economic Commissions (Regional)	
Economic Commission for Africa P.O. Box 3001 Addis Ababa, Ethiopia Mr. Jeggan Senghor (Special Assistant to the Executive Secretary) New York Office Rm. S-3127 (Mr. Benny Widyono, Chief)	- Services programme and procedural relationships of NGOs to ECA and ECA governmental bodies and meetings
Economic Commision for Europe Palais des Nations 1211 Geneva 10 (Mr. B. Duke, Special Asst. to the Executive Secretary) New York Office Rm. S-3127 (Mr. Benny Widyono, Chief)	- Services programme and procedural relationships of NGOs to ECE and ECE governmental bodies and meetings
Economic Commission for Latin America and the Caribbean Casilla 179-D, Santiago, Chile (Mr. Daniel S. Blanchard, Secretary of the Commission) New York Office Rm. S-3127 (Mr. Benny Widyono, Chief)	- Services programme and procedural relationships of NGOs to ECLAC and ECLAC governmental bodies and meetin
Economic and Social Commission for Western Asia P.O. Box 27 Baghdad (Mr. Ibrahim Al-Wali, Secretary of the Commission) New York Office Rm. S-3127 (Mr. Benny Widyono, Chief)	- Services programme and procedural relationships of NGOs to ECWA and ECWA governmental bodies and meetings

	Function
Economic and Social Commission for Asia and the Pacific United Nations Building, Rajdamnern Ave., Bangkok 10200 (Mr. Kazi A. Rahman, Special Asst. to the Executive Secretary) New York Office Rm. S-3127 (Mr. Benny Widyono, Chief)	- Services programme and procedural relationships of NGOs to ESCAP and ESCAP governmental bodies and meetin
Emergency Situations	
Special Emergency Programmes, Special Political Questions, Regional Co-operation, Trusteeship and Decolonization (SPQRCDT) Room S-3371A New York (Mr. Charles H. La Muniere)	- Handles assessment of needs in countries where there are complex emergency situations which require the co-ordination of a multi-agency response - Organizes inter-agency needs assessment missions, prepares appeals of the Secretary-General, assists and mobilizes resources, and services the inter-agency African Emergency Task Force
Environment	
UN Environment Programme (UNEP) Headquarters Nairobi Room B214 (Mr. Tore J. Bravik, Chief, Information and Public Affairs) New York Liaison Office Rm. DC2-0816 (Mr. N.J. Brown, Director and Special Representative of Executive Director)	- Supports and works closely with Environment Liaison Centre International (ELC) - Provides information on environment and UNEP's programme - Provides information on programmes - Community relations liaison with NGO
Regional Office for Europe Geneva Pavillion de Petit Saconnex 1108 (Mr. A. Renlund, Assoc. Programme Office)	- Co-ordinates the Outreach Network in project with TVE, WWF and New York Zoological Society
Regional Offices also in: Athens, Bahrain, Bangkok, Kingston, Mexico and Washington, D.C.	

		Function
Family (see under Social Development)		
Food/Hunger		
World Food Council (Mr. James Kanu, Information Officer)	Rome	- Promotes co-operation with NGOs at the international, regional and national level
New York Office Rm. S-2955 (Ms. Kate Starr Newell, Acting Chief)	New York	- Provides information to NGOs on WFC activities and, as food polic arm of the General Assembly, promote efforts towards eradication of hunge and malnutrition
World Food Programme Vie delle Termi di Caracalla Rm. F-527 (Mr. Namanga Ngongi, Deputy Director, Division of External Relations)	Rome	- Promotes cooperation and coordination of WFP's relief and development project activities and NGOs at the national and local level
New York Office Rm. DC1-1027 (Mr. Teckle A. Tomlinson, Director)	New York	- Provides information to NGOs on WFP' activities and promotes support and coordination of NGO's and WFP'S activities

(See also: Section III - FAO and IFAD)

	Function
Human Rights	
Centre for Human Rights Rm. 145 Geneva (Mr. John Pace, Chief of External Relations Section and Secretary of the Commission on Human Rights)	- Services programme and procedural relationships with NGOs to Commission on Human Rights, its subsidiary organs, the treaty bodies and other functions of the human rights programme
Advisory Services Section Rm.149-1 (Mr. M. Vezel, Chief)	
Communications Section Rm.D.321 (Mr. Jakob Moller, Chief	
International Instruments Section Rm.D.221 (Mr. Enayat Houshmand, Chief)	
Research, Studies and Prevention of Discrimination Section Rm.D.410 (Mr. Thomas E. McCarthy, Chief)	
Special Procedures Section Rm.D.409 (Mr. Georg Mautner-Markhof, Chief)	
New York Office Rm.S-2914 (Ms. Elissavet Stamatopoulou-Robbins, Chief)	
Human Settlements	
United Nations Centre for Human Settlement (Habitat) Nairobi (Mr. Utatku Naiker, Senior Human Settlements Officer, Office of Programme Co-ordination)	- Since it's inception, the United Nations Centre for Human Settlements has continuously co-operated and maintained contacts with human settlements related NGOs, in particular with the preparation of activities for the International Yea of Shelter for the Homeless (1987) and the Global Strategy for Shelter to the Year 2000.
New York Office Rm. DC-2-0943 (Mr. Agwu U. Okali, Director)	

	Function
Law of the Sea	
Office for Ocean Affairs and the Law of the Sea Rm. DC2-0470 New York (Ms. Mary Fisk, Law of the Sea/ Ocean Affairs Officer)	- Assists and advises NGOs on information activities relating to the Law of the Sea. - Provides information to NGOs on the UN Convention on the Law of the Sea and related resolution of the Third UN Conference on the Law of the Sea - Liaison with and briefing of NGOs on matters related to the Law of the Sea, in particular on develop ments related to the UN Convention o the Law of the Sea and on the subscantive aspects of work of the Preparatory Commission for the International Sea-Bed Authority and the International Tribunal for the Law of the Sea
Migrant workers (see under Social Development)	
Narcotic Drugs	
Division of Narcotic Drugs Rm. E-1481 Vienna (Mr. L. Manueco-Jenkins, Senior Social Affairs Officer) Rm. E1479 (Mr. M. Salay, Social Affairs Officer)	- Services consultative programme and procedural relationship of NGOs to Commission on Narcotic Drugs and to Division's activities - Provides data on NGOs work in their field

	Function
Palestinian Rights	
Division for Palestinian Rights Room S-3650, New York (Mr. Aubrey Nkomo and Mrs. Michele Poliacof, NGO Liaison Officers)	- Organizes and services regional symposia and international meetings for NGOs, to increase their awarenes of the facts relating to the questio of Palestine; - Services consultative programme and procedural relationship of NGOs to the Committee on the Exercise of the Inalienable Rights of the Palestinia People and to the Division's activities; - Organizes and services NGO information activities on the Question of Palestine and provides advisory assistance; - Provides data on NGOs' work on the Question of Palestine, maintains a database and publishes a bulletin containing information regarding NGO activity in this field.

	Function
Peace Studies	
Peace Studies Unit/PSCA Rm S-3235 New York (Ms. Robin Ludwig, Chief)	- Serves as co-ordinator and clearing house for activities of NGOs and academic institutions in the promoti of peace, in particular works closel with a network of over 400 Peace Messenger organizations and cities around the world - Co-ordinates preparations for the observance of the International Day of Peace - Publishes a Newsletter for Peace Messenger organizations and cities
Population	
UN Population Fund (UNFPA) Rm. DN-1747 New York (Ms. Jeanne Peterson, Deputy Chief, Governing Council, UN Liaison External Relations Branch) (Mrs. Mehri Hekmati, Chief Interregional and NGO Programmes Branch)	- Services procedural and programme needs of NGOs related to UNFPA - Provides information on UNFPA activities and promotes support for these. - Assists NGOs in population-related activities
Pavillon du Petit-Saconnex 1108, Geneva Mr. Hans Wagener, Senior External Relations Officer)	- Assists in the participation of NGOs concerned in the work of Population Commission
Population Division (DIESA) Rm DC2-1970 New York (Mr. G. Bravo-Casas, Co-ordinator World Population Conference Implementation)	- Reports on activities of NGOs in the population field to the Population Commission

	Function
Refugees	
Office of the UN High Commissioner for Refugees (UNHCR) Geneva Liaison Unit with NGOs Centre William Rappard 154 rue de Lausanne CH-1202 Geneva, Switzerland (Mr. J.N. Wetterwald, Chief)	- Assists private organizations and private efforts to provide material assistance to refugees and to promot durable solutions - Cooperates with NGOs in increasing public awareness of the plight of refugees and fund raising for refuge relief and welfare assistance
New York Office (Mr. Guilherme Lustosa Da Cunha, Acting Representative) Rm. S-0931F	
UN Relief and Works Agency for Palestine Refugees in the Near East (UNRWA) Office of the Commissioner General Rm. E0969 Vienna (Mr. W. Gaillard, Chief: External Relations Office)	- Provides information to NGOs on UNRW issues and activities - Promotes collaborative relationships with NGOs at field level and solicits contributions from NGOs
New York Liaison Office Rm. DC2-0550 (Mr. John A. Miles, Director)	- Services procedural, operational programme relationship with NGOs cooperating with UNRWA
Social Development	
Centre for Social Development and Humanitarian Affairs Rm. E1248 Vienna (Ms. M. Awward, Special Asst. to the Asst. Secretary-General)	- Services programme relationship for NGOs to respective ECOSOC commission and bodies - Provides data on NGOs' work in this field
Advancement of the Aging Rm. E1312 (Mr. T. Shuman, Senior Social Affairs Officer)	
Advancement of Women Rm. E1273 (The Director)	
Crime Prevention and Criminal Justice Rm. E1236 (Mr. K. Neudek, Legal Officer)	

Function

Disability Prevention and Advancement of Disabled Persons
Rm. E1321
(Ms. V. Hoel, Social Affairs Officer)

Developmental Social Welfare Policies and Services
Rm E1336
(Mr. M. Rao, Senior Social Affairs Officer)

Migrant Workers and their Families
(Social Affairs Officer)

Promotion of Co-operatives
Room E1347
(Mr. M. Silberman, Senior Social Affairs Officer)

The Social Situation of the Family
Room E1339
(Mr. W. Sims, Social Affairs Officer)

Youth
Rm. E1367
(Mr. M. Sharif, Senior Social Affairs Officer)

Social Welfare (see under Social Development)

Transnational Corporations

Centre on Transnational Corporations
Rm. DC2-1212 New York
(Mr. Nikolai P. Zaitsev, Deputy Chief, or Ms. Premila Nazareth, Associate Expert, Office of the Executive Director)

- Secretariat focal point for all matters relating to transnational corporations and foreign direct investment. Services the consultative programme and procedural relationship of NGOs with the United Nations Commission on Transnational Corporations

- Provides data to NGOs on Centre's work in their fields. Issues includ national legislation on foreign direct investment, the environment, hazardous wastes, labour issues, and South Africa

Function

Women (see under Social Development)

Youth (see under Social Development)

III. NON-GOVERNMENTAL ORGANIZATION (NGO) LIAISON OFFICES WITHIN SPECIALIZED AGENCIES AND OTHER INTER-GOVERNMENTAL ORGANIZATIONS 1/

Food and Agricultural Organization
of the United Nations (FAO)
Via delle Terme di Caracalla
00100 Rome, Italy

Office for Inter-Agency Affairs (IAA)
Rm. B 427f
(Ms. Kay Killingsworth, Director

Freedom from Hunger Campaign/
Action for Development (FFHC/AD)
Rm. D-636
(Mr. A. Peña-Montenegro, Coordinator)

International Civil Aviation Organization (ICAO)
1000 Sherbrooke Street West,
Montreal, Quebec, Canada H3A 2R2
(M. E.W. Faller, Chief, External Relations Office)

International Fund for
Agricultural Development (IFAD)
Via del Serafico 107
Rome, Italy
(Mr. B.S. Diouf, Chief:
External Relations Division)

International Labour Office (ILO)
Relations with Non-Governmental Organizations Unit
Relations and Meetings Department
4, route des Morillons
CH-1211 GENEVA 22 Switzerland
(Mr. A. Aziz, Liaison Officer)

International Maritime Organization (IMO)
External Relations Office
Legal Affairs and External Relations Division
4 Albert Embankment
LONDON SE1 7SR, U.K.
(Mr. F. Labastida, Senior, Deputy Director,
Head, External Relations Office)

1/ Listings in this section are as received from the agencies

International Monetary Fund (IMF)
External Relations Department
700 19th Street, N.W.
Washington, D.C. 20431
(Mr. A.F. Mohammed, Director,
External Relations Department;
on NGO liaison, Mr. Jenaro D. Simpson,
Deputy Chief, Public Affairs Division)

International Telecommunications Union (ITU)
Department of External Relations
Palais des Nations
CH 1211 GENEVA 20, Switzerland
(Mr. John Francis, Head, Department
of External Relations)

International Trade Centre UNCTAD/GATT
Palais des Nations
1211 GENEVA 10, Switzerland
(Mrs. Christiane Portocarero
Senior External Relations Officer,
Office of the Executive Director)

United Nations Educational, Scientific
and Cultural Organization (UNESCO)
Paris, France
(Mr. Zhaochun Xu, Assistant Director-General
for External Relations)

UN Industrial Development Organization (UNIDO)
P.O. Box 300
1400 Vienna, Austria
(Mr. M. Janjic, Head, Industrial Co-operation Branch)

Geneva Liaison Office
Villa les Feuillantes
1211 Geneva 10, Switzerland
(Mr. H. Mehdi, Director)

New York Liaison Office
UN Plaza, Rm. DC1-1110
New York, N.Y. 10017
(Mr. J. Crooke, Director)

Universal Postal Union (UPU)
Case postale
3000 BERNE 15, Switzerland
(Jaime Ascandoni, Vice-Director General)

World Bank
Strategic Planning and Review Department
International Economic Relations Division (SPRIE)
1818 H Street, N.W.
Washington, D.C. 20433
(Mr. Michael F. Carter, Chief; also
contact Messers. David Beckmann, Aubrey Williams
and Chris Hennin; and Ms. Kris Martin)

World Health Organization (WHO)
Chief, Office of External Co-ordination
1211 Geneva 27, Switzerland
(Mr. R.J. Anderson, Chief:
Ms. J.A. Gunby, External Relations
Officer (NGOs))

WHO Liaison Office with the United Nations
New York
(Dr. G.S. Mutalik, Director)

World Intellectual Property Organization (WIPO)
34 chemin des Colombettes
1211 GENEVA 20, Switzerland
(Mr. Gust Ledakis, Legal Counsel)

World Meteorological Organization (WMO)
Case Postale No. 2300
CH 1211 Geneva 2
(Mr. Jin Kui, Senior Liaison Officer)

Litho in United Nations, New York

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